

**Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, August 15, 2022**

At approximately 6:40 p.m. the Public Hearing regarding special assessments for sanitary sewer extensions on land along East Frontage, Lilly, and Lilac Roads concluded and at approximately 6:45 p.m. the monthly meeting was called to order. Present were Doug Allen, Chad Fischer, Dan Herzberg, Terry Malcheski, Troy Schaden, Pat Gorski from Associated Bank and Brandon Strelow from Cedar Corporation.

Approve agenda for August 15, 2022– Doug Allen made a motion to approve the agenda for the meeting. The motion was seconded by Chad Fischer and the motion carried with Allen, Fischer, and Herzberg (all) in favor.

Approve minutes from July 18, 2022 – Doug Allen made a motion to approve the minutes from the July 18, 2022, meeting as presented, and Chad Fischer seconded the motion. The motion carried with Allen, Fischer, and Herzberg (all) in favor.

Agenda item #1/Discussion and possible action of Final Resolution Authorizing Levying of Special Assessments Against Benefitted Property for Sanitary Sewer on East Frontage Road, Lilac Road, and Lilly Road. Discussion and possible action of Resolution Authorizing Borrowing from Associated Bank for Interim Financing up to \$1 million for East Frontage Road, Lilac Road and Lilly Road Sewer Extension. Discussion and possible action of Signature Cards with Associated Bank for Collateral Account (new checking account associated with interim financing from Associated Bank). Discussion and possible action on Contract with DeGroot for East Frontage Road, Lilly and Lilac Roads sewer extension. Discussion and possible action on payment terms for collection of deferred special assessments previously levied against East Frontage Road properties. Any other needed action associated with this agenda item – Brandon Strelow presented Final Resolution Authorizing Special Assessments Against Benefitted Property for Sanitary Sewer on East Frontage Road, Lilac Road and Lilly Road. This document was prepared by Attorney Gagan. A motion was made by Chad Fischer to approve the resolution and the motion was seconded by Dan Herzberg. The motion carried with Allen, Fischer, and Herzberg all in favor. Resolution # 2022-0815-01 is assigned and signatures were executed by Allen, Fischer, and Herzberg. The resolution will be published as a Class 1 notice in the Green Bay Press Gazette.

Brandon Strelow reported De Groot Construction Inc. is in receipt of the notice of award and all insurance documents have been received from them. Chad Fischer made a motion to accept the terms of the contract between Little Suamico Sanitary District and De Groot Construction Inc. The motion was seconded by Doug Allen and the motion carried with Allen, Fischer and Herzberg all in favor. Dan Herzberg executed signature on all copies of the contract. Dan Herzberg executed signature on Notice to Proceed. Brandon indicated a pre-construction meeting will be scheduled.

Pat Gorski from Associated Bank was present to execute interim financing documents. The interim financing will mature in 7 years but has a 15-year amortization. The rate of borrowing is 5.6%. Pat indicated the interim financing funds of \$935,000 will be deposited into a checking account held by Little Suamico Sanitary District and payment requests from De Groot can be sent directly to Pat or his associate Lynette Walker and Associated Bank will make payments from the checking account. The loan documents were signed by Dan Herzberg and Terry Malcheski, as attester. The signature cards for the new checking account associated with the interim financing were also executed.

Agenda item #2/Discussion and possible action on phosphorus reduction/plant upgrade including payment request(s) and/or change request(s) from Staab Construction Corporation, disbursement request/documents for Clean Water Fund loan, and any other needed discussion and action by the board relative to this project – Brandon Strelow indicated a meeting was held last Thursday with Nexom regarding the chemical issue at the plant. The meeting was productive and it was relayed to them the fittings blew while the vendor was filling the chemical

tanks, thus providing more proof this was not a vandalism issue, as alleged by Staab. Brandon indicated to Nexom representatives that all the damaged materials need to be replaced and a new chemical skid. Nexom is now looking into vendors and pumps. Brandon also inquired of WI DNR if they could calculate our effluent fees monthly (phosphorus) and they indicated they do not have the staff at this time to do this. The district would like payment from the contractor for fees that are due to not meeting phosphorus limit due to the issue with chemical malfunction. Chad Fischer indicated the grounds at the treatment plant need tending to by Staab.

Agenda item #3/Discussion and possible action on maintenance and operations report from plant operator – Troy Schaden reported the WI DNR made their onsite inspection and had an online meeting prior to the onsite. Troy indicated there are two items needing attention; 1) a new thermometer is needed on the influent and 2) a log sheet is needed at the sampler.

Agenda item #4/Review and approval of expenditures and discussion and possible action on report from clerk/secretary board – The expenditures were reviewed and each member was supplied with the details of the expenditures that occurred since the last meeting. Doug Allen made a motion to approve the expenditures and the motion was seconded by Chad Fischer. The motion carried with Allen, Fischer and Herzberg all in favor.

Agenda item #5/Set next meeting date: The next meeting will occur on Monday, September 19, 2022, at 6:30 p.m.

Dan Herzberg made a motion to adjourn the meeting at 7:35 p.m. and the motion was seconded by Doug Allen. The motion carried with all in favor.

Terry Malcheski – Clerk/Secretary